



## HPAC ANNUAL DIRECTORS' MEETING

Vancouver, BC

April 5 - April 6, 2019

### Summary

#### **Present:**

Nick Jones, HPAC President and Ontario Director

Randy Parkin, Vice-President and Alberta Director

Tim Parker, HPAC Secretary Treasurer

Brendon McKenna, Atlantic Canada Director

Tyler Gillies, BC Director

Jon Lovering, Saskatchewan Director

Stephen Kurth, Yukon Director

Eric Olivier, Québec Director

Margit Nance, HPAC Executive Director

#### **Visitors for Specific Agenda Items:**

Will Gadd (by speakerphone)

Martin Palmaz, Executive Director, USHPA (April 6 only)

#### **ASSOCIATION BUSINESS** (Chair: Nick Jones)

- a) **President's Welcome:** new Board members Jon Lovering, Brendon McKenna and Tyler Gillies were introduced.
- b) **The 2019 ADM: MOTION:** To approve the agenda: passed.

- c) The **Summary of the 2018 Annual Directors Meeting Minutes: MOTION:** To approve the Summary of the Minutes: passed, with the following change requested by Jon Lovering: that the 2018 Prairies region report should not have inadvertently implied that Jon was an organizer with Dale Regehr of the Outlook Open in 2018, as he was not.
- d) **President's Report:** Nick Jones, President, provided an overview of current challenges facing the Association, such as the need for the completion of the integrated website (WordPress plus Membership Management System) and structural issues related to committees/CSI that inhibit projects being completed. His recommendation is for incremental progress with small goals with specific deadlines, and motivating members to participate and contribute, rather than focusing on critique. He also spoke of the need for enhancing the communications with members and the need for a dedicated Forum on the new website once the new site is up.
- e) **Regional Reports:**

**Ontario:** Nick Jones gave an overview of the sport in Ontario for both hang gliding and paragliding. He indicated the insurance woes of one hang gliding school whose landowner's insurance (Farmers Mutual in Ontario) does not allow for aviation activities. The school is now looking into property where commercial insurance is in place. Nick also reviewed the clusters of PG activity in Ontario, such as in the Stoney Creek and Ottawa areas.

**Atlantic Canada:** Brendon McKenna reported that the well known and long flown Fox River site was lost to the sport due to new landowner reluctance. However, a neighboring property owner may be amenable, meaning that the site could still be flown. He also explained the PAC Cooperative, an initiative that creates a cooperative approach to training, gear availability for training, mentoring. It has attracted the return of a long time Maritime instructor who spends the remainder of the year overseas. The PAC made it possible for two pilots to be signed off in the summer of 2018 and more are expected from the same instructor in summer of 2019.

**Alberta:** Randy Parkin reported that 2019 flying had begun at Cochrane and hikers were already engaged in hike-and-fly's in the foothills. He also reported that Kevin Fischer is running a tow-operation close to Red Deer, in a partnership arrangement with Muller Windsports for their students. He also reported that the Rocky Mountain Hang Gliding League continues to do a lot of repair, for example at Golden launch. He also previewed the plans for the Miles in May event. The negotiations around the LZ for the Willi are still in progress.

**Yukon:** Steve Kurth reported that the membership in the Yukon continues to be clustered around Whitehorse and Dawson, with the majority being in the Whitehorse area. He also indicated that the flying community in Yukon is harmonious and that two Yukon instructors were recently recertified. He also mentioned again Kluane National Park and Reserve near Whitehorse that could have great potential for future flying.

**British Columbia:** Tyler Gillies reported that most pilots in BC are still clustered around Vancouver, with a total BC pilot membership into the mid-400's. He characterized the flying as being represented by ever younger pilots, many more XC flights than in past years and a resurgence of pilots getting together for safety and other events, driven particularly by the West Coast Soaring Club in the Lower Mainland. He also referred to the brand-new Mt. Baldy resort site in Oliver (south Okanagan) which features winter flying, and recounted the successful first all-wing invitational event that ran there this past winter. He also expressed concern about pilots in various locations breaking airspace regulations, such as at Mt. Bruce on Vancouver Island, where the local Tower has had to intercede on several occasions.

**Prairie Region:** Jon Lovering reported that Prairie membership is stable but stagnant, with not a lot of growth. As a new Director, Jon has made effort to get to know all the pilots in the large region by attending in the Qu'Appelle Valley where the hang gliding community frequently flies and getting to know the pilots in the Saskatoon region, who largely rely on towing. But there are a few

low ridge sites that can be used by paragliders and the ski hill south of Saskatoon can be used in winter. Jon himself is actively trying to establish instruction in the area. He also reported that Dale Regehr is once again organizing the Outlook Open in 2019. Jon sees the potential for adding a paragliding component to that event in the future. The challenge, as everywhere, is to convince landowners to allow the use of their property for the sport.

**Québec:** Eric Olivier reported that Quebec is in transition. He reported the changes in land ownership that were taking place around Yamaska and the potential implications for the major school in the area, as well as implications for the Yamaska Club. DVL will continue as a school as before but the ownership of the land will reside with the new owner, also a long-time paragliding instructor and tandem pilot. He also reported on a major \$450,000 investment by the Village of Mont St-Pierre in developing its recreational locations, including a reworking of the launches for paragliding. The area features a major beach LZ as well as a landing site right in the center of town. The sport is welcomed by everyone there. There was however a fatality there with a pilot dragged into the ocean. As a result, new safety communications systems are being developed there. He reported that the flying community around Mont Ste Anne has drastically reduced in number. Thetford Mines area is beginning to build with good HG ramps. He also reported that AQVL, the provincial association, is active and doing well.

- f) **Executive Director Report:** Margit Nance reported that the membership numbers of the Association were holding steady with about 20% attrition every year, and an equal growth in new membership over that same period. She also reported that anecdotal evidence through contact with new members revealed that a significant percentage of new PG pilot were intent on flying miniwings once they had attained their initial Novice P2 rating. The second international teleconferences between HGFA (Australia), NZHGPA (New Zealand), USHPA and HPAC, an Australian initiative, had just been held, which provided an excellent opportunity for sharing trends information, organizational, safety and instructional strategies, member surveys, etc. across national lines. The teleconferences include the President and the CEO/ED of each organization.
- g) **Board Member Volunteer Agreement:** The Board members reviewed the Board Member Volunteer Agreement presented by Nick Jones. It is modeled after other such agreements in sister organizations in other countries and in other non-profit organizations. The Agreement was vetted by HPAC's legal counsel and deals with topics such as Duties of Board Members, Nature of the relationship with the Association, Confidential information issues, and the Use of Association materials and documents. The objective is to clarify and formalize Board member roles and participation while they are serving as Board members of the Association. **MOTION:** To adopt the Board Member Volunteer Agreement as a document that all Board members sign, on commencing Board service: passed. All Directors signed the Agreement.
- h) **Trademark Applications Update and Membership in RCAA (Registered Canadian Amateur Athletic Association):** Tim Parker reported that the trademarks (logo, ACVL and HPAC) had been duly registered and the process completed. The Secretary/Treasurer also outlined the potential benefits of and requirements for being registered as a Canadian Amateur Athletic Association. It would allow for donations to be received by the Association. There was discussion as to whether members would donate or whether external parties could be targeted for donations, for example, to support competitions. Tim committed to producing a short proposal for the Board in the fall of 2019. It would include information about costs related to starting up such an entity and running it. The question was also raised as to whether there would be a conflict inherent in the fact that schools and instructors are commercial enterprises, rather than volunteers. Being this kind of entity would include being able to issue tax receipts to donors. Tim will contact the Soaring Association and the Sport Parachuting Association of Canada, both of which have this status, to determine the benefits to them.

## LEGAL/INSURANCE ISSUES (Chair: Nick Jones)

- a) **BC Ministry of Health Suit against Senior Instructor:** The suit is still ongoing, with no further developments prior to the Board meeting. The Ministry is seeking to recover from the instructor the health care expenditures that were made for a former paragliding student who was injured while under instruction. Concern was expressed that such a suit, if successful, could pose a significant risk for the entire adventure sport industry.
- b) **Small Claim for Trespass in Quebec:** The suit is being defended by counsel in Quebec City, with a response filed on April 3, 2019. It may now be some months before the Court schedules a hearing or there is some other disposition by the court. The suit was filed by a landowner in the vicinity of the Yamaska flying site.
- c) **Ontario Claim status:** A paragliding instructor in Ontario was sued for injuries sustained by a pilot on tow. The suit is not currently active but has not been dismissed.
- d) **HPAC Waiver Use Mandate:** A new waiver has been developed by HPAC, and approved by HPAC legal counsel, as well as the insurance underwriter. The primary change was the inclusion of meet directors and their designated volunteers as those specifically covered by the HPAC policy. The mandatory use of the HPAC waiver was stated again and that the waiver could not be altered in any way by schools or tandem pilots. Schools and tandem pilots normally have their own waivers, and also some landowners require an additional waiver (e.g. some resorts). Instructors and tandem pilots will be notified of the new waiver, which is now on the website.
- e) **Insurance Increase, Options and Information to Members:** There was much discussion of the implications of the dramatic premium increase for the renewal of the liability insurance, increased additionally by the new meet director/meet volunteer coverage at renewal in February 2019. The increase was due to an increase by Lloyd's of London for a risk category, of which hang gliding and paragliding are a part, together with certain kinds of construction insurance, etc. The increase was not related either to the sport nor the Association's claim record. The Board determined to make some budgetary adjustments to cover the increase. Communication to members would include the fact that premiums had been very stable for a long time (2010-2019) before this current increase. It is hoped, but not certain, that after this bump, there would again be stability for a number of years. HPAC's broker will be asked to write a short piece about the benefits of having this insurance, the fact that it still represents the best value after a worldwide search and that the increase is not a reflection either of the sport nor of the Association's history.
- f) **Replacement for discontinued "Internal HPAC School Insurance Fee":** The previous fee was internal to HPAC and was a past attempt to ask instructors to contribute a little extra, given that the risk profile is higher for instruction and tandem activities. The fee was discontinued in 2017, given that there was spotty compliance. The Board discussed replacing the fee. Brendon McKenna cautioned that the fee would be discriminatory on areas that had few students, such as in the Maritimes. Randy Parkin commented that while the entire membership subsidizes instruction through publications, insurance etc., it is the instructors who generate all of the new membership in the Association. He believed that the focus should be on trying to increase instruction opportunities in various areas currently being under-served. Tyler Gillies was concerned about adding additional burdens to small volume instructors. Jon Lovering stated that the extra risk posed by instruction is simply already baked into the overall risk profile of the sport and that this is a value question as much as it is a cost question. Eric Olivier indicated that a new fee would be a very hard sell to Quebec instructors, except maybe the bigger-volume schools. Steve Kurth discussed the ethics of such a fee and did not believe it would pose a huge barrier for instructors and tandem pilots. **MOTION:** To table this item until the 2020 ADM with Tim Parker committing to coming up with a proposal. Passed.

- g) **Travel Insurance Options:** Margit Nance reported that HPAC's broker looked into the possibility of offering our members Canada-wide a Travel Insurance policy. The broker determined that HPAC is hampered by differential regulations in provinces and therefore too small a pool of members in each jurisdiction to acquire a cost-effective plan.

#### **PARKS CANADA UPDATE** (Chair: Nick Jones)

- a) **Banff National Park Meeting:** A meeting was held in Banff National Park at end March, 2019 between Banff and Mountain Parks Officials and Will Gadd and Margit Nance for HPAC. Will Gadd called into the meeting to review the outcome of the meeting for the Board. The purpose of the meeting was to determine how the partnership between Parks Canada in Jasper Park and HPAC could be replicated to allow the sport in Banff and the other contiguous mountain parks in the system. The jointly developed guidelines for Jasper could serve as a template for similar documentation to be produced for Banff. The meeting was very candid in that it outlined some short-term barriers (competition for staff time at Parks to work on this in the immediate future, the careful consideration of sensitivities by stakeholder groups regarding new activities, particularly for Banff National Park, and the potential delays occasioned by an upcoming federal election). Of particular sensitivity are ski areas, which however, are also the most desirable for the sport, given the ease of access. The meeting did establish the important relationships that would let the work progress with the hope that some kind of decision could be reached for the 2020, or latest 2021 seasons. The team to work on the documentation for Banff and the other Mountain Parks are Will Gadd, Scott Watwood, Jeff Relph, Alan Polster and Margit Nance.

#### **HPAC MEMBER COMMUNICATIONS** (Chair: Randy Parkin)

- a) **Member Engagement:** Randy Parkin presented a proposed HPAC Engagement Strategy for discussion. In addition to defining member engagement in terms of how members interact with the Association, he asked core questions regarding member understanding of the purpose and goals, do members believe they are getting value for their membership fee and do they participate fully in Association activities. The significance of member engagement was stated in terms of retention, participation, attraction, compliance and cost-reduction. Various strategies were identified for increasing member engagement and the various constituencies with which the Association interacts, identified. The presentation concluded with the identification of a number of potential engagement tactics that the Association could employ. Eric Olivier indicated that there is very little debate in Quebec and membership is a very black and white affair: pilots need to be members to fly Quebec sites and there is general acceptance about that. There would be value in following up with pilots who leave the sport and Jon Lovering mentioned that people should be motivated to offer their ideas, rather than only calling the Association when there is an issue. It was also discussed that HPAC/ACVL needs its own Forum on its new website. The Board also needs to meet by conference call or other mechanism during the year, in order to stay actively engaged on issues. Randy Parkin suggested that, for example, if each Board member puts up a single item on such a forum every month, it would create a greater presence for the Board being active.
- b) **Member Survey:** The pros and cons of various kinds of surveys were discussed. It was cautioned that surveys could create expectations that may or may not be fulfillable. Another kind of survey would simply "take a temperature" rather than asking for opinions of members. **MOTION:** To construct a "temperature taking" survey of members, Randy Parkin to generate the survey questions within a month of the meeting. Passed.

- c) **New Website:** Nick Jones displayed the new website Member Management System on-screen, and showed in particular how individual pilots' records would be displayed, including their ratings and all other certifications as well as personal profiles. Nick Jones reported the procedures he uses to review the work of the developers as they release ever new features on the MMS. He cautioned that while all of the major features are on the site now, the fine-tuning to make sure it is fully functional is still ongoing. He also announced that a formal testing stage will proceed shortly so that a number of people can work through all functions on the site, at the direction of Nick.

#### **DISCIPLINARY PROCEDURES** (Chair: Stephen Kurth)

- a) **Review of SOP 320-3 and its Implementation Procedures:** Concern was expressed by a couple of Board members as to how HPAC implements disciplinary processes, as identified in SOP 320-3. It was determined that prior to any disciplinary proceeding by the Board, the Board member who carries the Disciplinary portfolio in any given year, precede the action with a discussion with the pilot, to make sure that all perspectives on any given case are taken into account, including the pilot's. All complaints need to be in writing and will be forwarded by the Office directly to the Board member responsible for further action/discussion by the entire Board, etc. at his or her discretion.  
There was also discussion around the topic of equal and fair application of all disciplinary measures. One Board member indicated that a broad interpretation of the standards by which, for example, instructors are measured, will give greater discretion to the Board to make appropriate decisions. There was also concern that the decisions be made as little about personalities and instead entirely on the basis of actions and behaviors.  
Randy Parkin suggested that perhaps instruction evaluations should be sent out (and returned) before ratings are registered. **MOTION:** to develop an instruction evaluation form. Passed.  
Nick Jones stated that the primary objective has to be remediation rather than punishment and it becomes a disciplinary issue only if remediation fails.  
It was also determined that Senior Instructors will have to be audited to insure quality control at that level, as happens in other Associations, before working on quality control measures with instructors/tandem pilots.
- b) **Review of Specific Files:** Specific files were discussed by the Board. Two pilots are not currently members and therefore HPAC/ACVL has no jurisdiction in these cases.

#### **COMPETITION** (Chair: Jon Lovering)

- a) **Review of Competition Budget Request 2019:** It was noted by the Treasurer that the annual fees to the Aero Club of Canada are now integrated into the overall competition budget, to reflect the primary purpose of the Aero Club membership. In addition to the Hang Gliding and Paragliding Nationals, there is a new Nationals: Accuracy. It would receive the same level of funding that the other Nationals receive. After much discussion, the budgetary contributions to individual pilots attending international competitions had to be significantly reduced in the budget going forward. **MOTION:** to accept the budget as submitted, with subsequent adjustments by the Board. Passed.
- b) **Accuracy Competition Roll-Out:** The next Accuracy Nationals will be held in Lumby, completing the roll-out of the competition into western Canada. The Meet Director will be Dan Vallieres together with Sandra Ducasse, a certified judge for the competition. The Accuracy Nationals were approved by the Board, as submitted.
- c) **Meet Director Procedures to validate the new meet director insurance:** Each meet director will be advised to keep a running list of all of those volunteers directed involved with the flying

function at their meet, so that the covered volunteers can be readily identified, should the need arise. Non-flying volunteers, e.g. drivers, caterers, etc. are not covered by this additional coverage. Meet directors and their immediate volunteers will, during the publicized dates of the competition, have the same protections as the landowners.

**SAFETY** (Chair: Tyler Gillies):

- a) **Value of Current Statistics being gathered in Accident Reporting System:** Tyler Gillies presented an overview, as past member of the Safety Committee of his assessment of the value of the statistics being gathered and presented at end of each year and what these statistics actually tell about the sport and its trends from a safety perspective. He indicated that the form fields to be completed needed to be standardized, which the Committee had done, but it is not yielding statistically significant data. Jon Lovering reemphasized that the accident reporting process needs to be non-penalizing and anonymous, which is a practice currently in place. There must not be a barrier of entry into the system; reporting needs to be easy and quick. Brendon McKenna also suggested that video should be a valid accompaniment to reporting accidents or for inclusion in Safety Advisories.
- b) **Safety Advisories:** Safety Advisories need to feature specific accidents in an anonymous way so that there will be educational value to our members from analyzing the accident. It is also an opportunity for the Safety Committee to communicate safety aids and cautions, including special purpose advisories, such as around forest fire dangers. Tyler Gillies, using examples from the West Coast Soaring Club, spoke about Safety as a valuable tool for member engagement.
- c) **CPC Cards and Training Logbook Usage:** Margit Nance reported that the uptake on mandatory use of Training Logbooks for H1/H2 and P1/P2 has been excellent, judging from the orders that have come into the Office from instructors. CPC cards routinely get sent to all new tandem pilots and new ones are always available free of charge from the Office.

**INSTRUCTION/TANDEM ISSUES** (Chairs: Eric Olivier, Brendon McKenna)

**Instructor/Tandem Instructor Certification and CSI:**

- a) **CSI Structural Review and Proposal:** Nick Jones presented an analysis of the current functioning of CSI (Council of Senior Instructors). While CSI is responsible for rating standards, curricula, instructor and tandem instructor certifications, CSI recommends to the Board of Directors, which is ultimately responsible for setting policy. Individual Senior Instructors are not intended to be able to exercise vetos. Nick Jones' proposal for restructuring CSI would not require any change to the SOP governing the CSI, but would instead create small committees within CSI to move manageable projects forward more effectively. Other instructors who are not seniors, could also be attached to these small purpose-specific committees, as the CSI members see fit. That would also help engage instructors in the instructional development process. Eric Olivier suggested that CSI needs to be defined by its intended purpose and should be project-structured, rather than by who happens to be on it currently. Jon Lovering recommended that this aspect be codified in the SOP. Randy Parkin said that each project of the CSI should have a preamble outlining the plan for development and completion of the project. The question arose as to whether these projects should be codified documents with a more firm commitment than the way they are managed now.

It was proposed that a formal Terms of Reference be developed for CSI and an SOP be developed to better define the role of the CSI and make more efficient use of the expertise that is on it.

- b) **Tandem Instructor Program Proposal:** Nick Jones discussed a new tandem instructor proposal, noting that while under Transport Canada, tandem pilots still have to be instructors, but there is nothing to state that they have to be full blown teaching instructors if they are not teaching entire courses to new students. Nick Jones termed the full teaching instructors as Flight Instructors and distinguished those from tandem instructors, who primarily conduct tandem flights and the instruction associated with that. He specifically noted that Flight Instructors need to know how to teach according to a syllabus and teaching modules, to motivate students and have to learn how to actually teach. Tandem pilots currently also have to go to an instructor course but will be learning things that many of them will never put to use. An informal survey indicated that tandem pilots, who are not asked to recertify, other than going to an instructor course again, were in favour of having their own independent recertification process, in line with the skills they use to fly tandems. There was also feedback that pilots who were both instructing as well as doing tandems, should have to recertify for both roles. Nick Jones proposed two separate categories: Flight Instructor and Tandem Instructor. Flight instructors would have the same privileges as current instructors. Tandem Instructors would not be able to issue ratings or endorsements. Ground school is required for all instructor courses. TII's will still teach tandem courses. Randy Parkins suggested that a Committee be struck within a month of the ADM, under the leadership of the Board member responsible for the tandem portfolio, to come up with a project plan, terms of reference, project description and timeline. Eric Olivier reminded that the last time a similar project was proposed, it was unfortunately rejected very quickly. He said that it is critical to have a curriculum for a tandem course and that has to be primary. He suggested that tandem pilots when recertifying their current instructor certification, could be asked to develop modules for such a course. He used the example of his instructor courses where he asks his students to develop modules. Eric Olivier stated that in his experience there is not really any difference in approach between commercial and recreational tandem pilots. He said that his approach to teaching the instructor courses could be a good starting point for developing a tandem course curriculum. **MOTION:** To rename teaching Instructors to be called Flight Instructors, as opposed to Tandem Instructors, who primarily conduct tandems. A person can be both. Passed. CSI will be kept in the loop. Nine months is a reasonable timeframe for this to take place and to do advance communication that this is coming down the pike. The Board member with the Tandem portfolio would be the lead on the project. **MOTION:** To move ahead with the separation of instructor and tandem pilot certification and recertification. Passed.
- c) **Maintaining Senior Instructor Certification:** There is currently no mechanism for removing Senior Instructors. Most are active and good and others not so much. It is incumbent upon HPAC to make sure that non-performing Senior Instructors are not able to continue their Senior Instructor status if they are no longer involved or are no longer able to exercise leadership in instruction. There is currently no mechanism for their removal. The only thing that a Senior Instructor is currently required to do is to teach an instructor course. One Board member was concerned that this is not helpful to rural pilots, where instructional resources are few and far between. Questions were raised as to how Senior Instructors could be held accountable. Randy Parkin suggested that a set of criteria have to be developed for Senior Instructors by which their performance can be judged. Brendon McKenna suggested greater efforts be made to engage them. Tyler Gillies proposed a more blended approach to ask each of them what should be required of a Senior Instructor and then to develop a set of criteria based on that. **MOTION:** to enforce the current SOP related to Senior Instructors by notifying them if they are not in compliance. Eric Olivier committed (as part of his Instruction portfolio) to call on Mark Dowsett and Jacques Blanchet to create criteria for the Senior Instructor certification. This would be part of a working group which would report to the Board by January 1, 2020, send their proposal out to CSI for comment, seek Board approval, and be ready to have this rolled out in 2020. **MOTION:** to approve this plan. Passed.

- d) **Towing Instruction:** USHPA has just developed a towing instruction curriculum. Concern was expressed that such a program might not be applicable to rural areas where it could retard the growth of the sport. **MOTION:** to do a scan of all such programs in use elsewhere to see if they could become available to HPAC.
- e) **Enforcement of CPC (Pre-Flight Checklist Use):** It was determined that use is not enforceable and success lies in good communication to tandem pilots through regular notices.

**Ratings Instruction:**

- a) **HAGAR requirements:** It was proposed that HAGAR will be required for all P3 and H3 going forward and that it will be recommended for P2 and H2. Pilots who currently have a P3 or H3 will not be required to catch it up at present but new Intermediate pilots will be required to have HAGAR. **MOTION:** To implement this plan and change the SOP accordingly and publicize to instructors and pilots. Passed.
- b) **First Aid Requirement changes: MOTION:** Remove the First Aid requirement from H4 to make it consistent with P4 requirements but make a recommendation that pilots have it. Also required that the First Aid provider must be in line with federal Health and Safety Guidelines and that mixed in-person and online meeting federal guidelines are acceptable and that the SOP be changed accordingly. Passed. Jon Lovering indicated he will provide a list of approved providers that can be publicized to members.
- c) **Examination Security:** The password needs to be changed. If there is evidence of exams being insecure, the Board member with the Disciplinary portfolio should be notified so he/she can discuss with the instructor involved.
- d) **APPI ratings:** These are not currently eligible for equivalency ratings.
- e) **Proposal for the Integration of Speedflying into the Ratings System:** Nick Jones presented a proposal. He stated that defining speedflying is very difficult and suggested the use of the term miniwing, which is already in use. Eric Olivier indicated he had a curriculum for speedflying and would share that. Stephen Kurth stated his concern that incorporating speedflying would have to be on the basis of a good curriculum and examination so that the new branch could be safe for pilots and would be credible as an addition to the sport. **MOTION:** to approve a mandate for a sub-committee to develop a separate stream for miniwing training. Passed. Tyler Gillies committed to heading up such a sub-committee for HPAC.

**BUDGET AND FINANCE (Chair: Tim Parker)**

- a) **2018-2019 Financial Statement: MOTION:** To approve. Passed.
- b) **2019-2020 Budget: MOTION:** To implement a \$50 per diem for attendance by Board members at Board meetings to cover meals. Passed. **MOTION:** To accept budget. Passed. Also, the Treasurer will review the status of provincial associations on whose behalf HPAC currently collects fees.
- c) **Choice of Auditors: MOTION:** The choice of auditors remain the same. Passed.

**AWARDS** (Chair: Jon Lovering)

Jon Lovering presented a chart of all the nominations that had been received. The Board reviewed the nominations and voted on the awards. **MOTION:** to approve all awards as discussed. Additional Solid Ground awards would be coming from BC, with discretion to the BC Director. Passed. As per tradition, the awards would not be announced until after the season, to allow for local pilot-nominators to make the awards locally at a local fly-in or other event.

**BOARD PORTFOLIOS 2019-2020**

Each year individual Board members assume specific portfolios, reflecting various areas within HPAC’s mandate. The portfolios for 2019-2020 were assumed by Board members as follows:

Governance and External Communications: Nick Jones;

Budget and Finance: Tim Parker;

Instruction: Eric Olivier;

Tandem: Brendon McKenna;

Safety and Speedflying Development: Tyler Gillies;

Competition and Awards: Jon Lovering;

Disciplinary Issues: Stephen Kurth;

Internal Communications and Member Engagement: Randy Parkin.

**BOARD OF DIRECTOR ELECTIONS AND SECRETARY/TREASURER APPOINTMENT**

The following were elected/appointed unanimously:

President: Nick Jones

Vice-President: Randy Parkin

Secretary/Treasurer: Tim Parker (appointment)

Regional Elections to take place in late fall of 2019: Yukon, Quebec, Alberta.

**LOCATION OF 2020 ANNUAL DIRECTORS MEETING**

Prairie Region (location tba)

**ADJOURNMENT**